

6.08 Pediatric Assembly

Chair: Elected by members of the CTS Pediatric Assembly

Representative to the CTS Board: Elected by the Pediatric Assembly, and approved by the CTS Executive, for a three-year term. The Board Representative will have served as a member of the Pediatric Assembly Executive (current or past).

PA Executive Committee: The Pediatric Assembly shall elect the following officers to serve one (1) year terms in succession on their executive: Secretary, Chair-elect, Chair, and Past-Chair. The Pediatric Assembly representative on the CTS Board of Directors will also be a member of the executive.

Special appointees: The PA Executive may appoint two additional members at large for a term of two (2) years (renewable once) to represent the following constituencies:

- *Community Respiriologist* – a pediatric respirologist in clinical practice in a non-academic setting
- *Early Career* – a final year fellow or a pediatric respirologist in the first 5 years of practice

Special appointees are not eligible to be nominated as officers in the PA Executive Committee until they have completed one full term. Nominations for elected positions and special appointments will be considered annually.

The PA executive committee shall meet at least twice a year either in person or by conference call. The executive committee shall also act as a nominating committee for various positions within the Assembly and for representation on various committees of the CTS.

Members: Membership in the Pediatric Assembly shall consist of those persons who are members in good standing of the CTS (MD/PhD) and who have a continuing interest in pediatric respirology. Such members would represent different interests in pediatric respiratory medicine (epidemiology, clinical and basic science, education, clinical trials, etc.) and have as wide geographic representation if possible.

Membership in the CTS is mandatory for participation in the Pediatric Assembly with the following exception:

- Technical experts from other specialty societies or allied health professionals who may be invited by the Chair to participate for a limited period or for the duration of a specific project.

The Pediatric Assembly (PA) shall meet annually in conjunction with the CTS' annual scientific meeting. One purpose of the annual meeting will be to elect officers of the PA Executive Committee and appoint constituency representatives as noted above. In addition, nominations will be held as required for representatives to serve on the CTS Board of Directors and CTS

standing committees (eg. research, clinical trials, education, guidelines, membership).

Terms of Reference: The purpose of the Pediatric Assembly is to promote lung health for children in Canada and improved pediatric patient care. To this end, the Assembly will undertake the following:

- i. To advocate and advise the CTS on issues related to pediatric respiratory medicine and respiratory health;
- ii. To foster education and continuous professional development by proposing programs, topics and speakers to the Education Committee for scientific meetings, symposia, and the annual Canadian Respiratory Conference;
- iii. To identify needs and gaps in clinical and basic research for the attention of the CTS Research Committee;
- iv. To advise the Canadian Respiratory Guidelines Committee on the review and updating of pediatric respiratory guidelines;
- v. To nominate appropriate individuals as members of CTS standing committees and clinical assemblies;
- vi. To participate in the development of policies, commentaries, and position papers;
- vii. To liaise and coordinate with other national professional groups with similar clinical, professional and academic interests; [Note: All formal collaborations and joint initiatives must be pre-approved by the CTS Board of Directors or Executive.]
- viii. To provide medical review of information prepared by The Lung Association for patients and the general public, as requested;
- ix. To recommend media spokesperson(s) for the CTS and respond to media enquiries, as required;
- x. To recognize Canadian contributions to pediatric respirology through the Lifetime Achievement Award;
- xi. To submit an annual workplan proposal and bi-annual reports to the CTS Board of Directors; and
- xii. To undertake specific projects and programs with the approval of the CTS Executive and/or Board of Directors.